

Questions and Answers - SOL-168-16-000001

Q.1. Has a contractor performed similar work to this for the government in the past? If available, please provide the incumbent contract number. If you are unable to provide a contract number, is it safe to assume this is a new requirement for the government?

A.1. This is a new requirement for USAID Mission in Bosnia and Herzegovina.

Q.2. On p. 3 in Section B.4 Price Schedule and on p. 73 in Section L.6.C(4) Preparation of the Cost Proposal, the RFP indicates that the value of the grant fund for this activity shall be \$2 million. On p. 8, the RFP states that "In the spring of 2015 one BiH Bank accepted the USAID proposal for partnership and decided to allocate \$1 Million from their earned fees (including the fees from the remittances money transactions) and support the BiH Diaspora startups and related businesses. This money would be provided over the 5 year period in the form of as a parallel funding with USAID provided funds." Finally, on p. 69 in Section L.6.C Instructions for the Preparation of the Cost/Business Proposal, the RFP indicates that "USAID anticipates receiving up to \$5.5 million to fund this activity over the five year contract term." Could USAID please confirm whether the anticipated funding of \$5.5 million for this activity is inclusive or exclusive of the \$2 million grant funds?

A.2. The USAID grant fund share of \$1 million will come from the activity's total estimated budget of \$5.5 million. The Bank's grant fund share of \$1 million will be provided on top of the activity's estimated \$5.5 million funding.

For the illustration purposes:

<i>Total Estimated Cost</i>	<i>TBD</i>
<i>Small Grants Fund USAID</i>	<i>\$1 million</i>
<i>Fixed Fee</i>	<i>TBD</i>
<i>Total Estimated Cost Plus Fixed-Fee</i>	<i>\$5.5 million (approximately)</i>
<i>Small Grants Fund non-federal</i>	<i>\$1 million</i>
<i>Total Estimated Activity Costs</i>	<i>\$6.5 million (approximately)</i>

See Amendment 2.

Q.3. On p. 72 under Proposed Costs / Price, i Salary and Wages, the RFP states that no waivers from the U.S. Mission's Local Compensation Plan (with a maximum rate of BAM 92,300) will be provided. Could USAID please clarify whether the rates in the Mission's Local Compensation Plan are inclusive or exclusive of required social taxes (Pension Fund, Health Insurance and Unemployment Fee)?

A.3. Exclusive of above listed supplemental social contributions (i.e. Pension, Health Insurance, and Unemployment). Please see answer A.34.

Q.4. On page 6 of the RFP, Section C.1, 2) states that the project will provide " ... technical assistance and grants to eligible, early stage SMEs and startups." Page 7, Section C.2.2 states that "Each grant shall be matched by equity capital of diaspora entrepreneurs." Can USAID please clarify whether the primary focus of intended grant recipients will be: local (BiH) early stage SMEs, family businesses and startups; OR international diaspora SMEs (which would most likely be headquartered abroad)?

A.4. The focus is on (BiH) early stage SMEs, family businesses, and start-ups supported or established by Diaspora entrepreneurs/investors. These SMEs might have diaspora SME partners from abroad but it is not a mandatory requirement and we leave it to the Offerors' discretion.

Q.5. Does USAID envision that the grants program will be conducted on a rolling basis?

A.5. Yes. The business competition plans are envisioned to occur two times per year.

Q.6. When and how (amount and criteria) will the fixed fee be determined? When will it be awarded?

A.6. That should be proposed by the Offerors and will be negotiated with the Offeror(s) in the competitive range. As noted in the RFP, USAID/BiH reserves the right to award without negotiations; therefore, the Offerors must provide competitive pricing of all cost categories..

Q.7. While it is clear that \$2 million in grant funds will be provided by the USAID and a bank, a footnote lays mention to a credit guarantee fund. Is the guarantee fund included in the \$2 million worth of grants? What is the timeline for implementation of the credit guarantee fund; is it in the later stages of the project or after the project's five-year duration?

A.7. The DCA is a separate activity and it is intended to support lending to:

a. SMEs with three years or less of operational history that participate in the BiH Diaspora Marketplace business plan competitions. The DCA facility will align with USAID/BiH and Banka's joint funding and support of the Bosnian Diaspora Marketplace to provide financing to eligible, early-stage SMEs who compete in a business plan competition and are awarded start-up grants. These SMEs may apply for a loan at the later stage once they graduate from the Bosnia Diaspora Marketplace, and/or

b. Diaspora SMEs with a verifiable business partnership between a BiH business owner and a Diaspora member residing in a country other than BiH. This is outside of this SoW and is open for any diaspora co-related SME to apply for a loan.

Q.8. Would USAID allow the contractor to determine on a case by case appropriate levels of grantee contribution (as described in Section C.2.2) by start-ups and SMEs under the grants program in an effort to ensure maximum participation and minimize limiting competition to organizations with greater financial means?

A.8. The level of sub-grants contribution should be indicated in the contractor's grants manual and is determined during the grant RFA stage for that particular sub activity.

Q.9. We respectfully request that USAID remove H.21.12, as interests, fees and program income generated by the grantee are governed by the applicable standard provisions for non-U.S. organizations and not necessarily remitted to the Contractor. Can USAID further confirm that the contractor shall abide by the standard provisions regarding interests, fees and program income?

A.9. See Amendment 02

Q.10. We respectfully request that USAID remove the last sentence of section H.21.14, specifically the following “The Contractor will act as custodian for USAID of all records relating to grants under the contract.....At the conclusion of the contract, the Contractor must consult with the Contracting Officer for direction as to which records must be transferred to USAID.” While USAID retains the rights to visitation and inspection for three years after the grant completion date, all records under this contract are considered property of the contractor and must be retained in accordance with the contractor’s records retention policies that originate from audit requirements.

A.10. See Amendment 02

Q.11. Would USAID please clarify if the contractor should budget for a Grants under Contract component of \$1 million total as described in section C.2.2 (excluding the local BiH bank contribution), or \$2 million as described in section L.6 and B.4?

A.11. See Answer A.2.

Q.12. Would USAID confirm that the GUC authorizing language as per ADS 302.3.4.13 can be flowed down to an identified subcontractor?

A.12. Yes. The referenced language flows down to subcontractors.

Q.13 Would USAID consider excluding the following items – cover page, cover letter, table of contents, acronym list, title pages, and dividers – from the fifty (50) page limit of the technical proposal in order to maximize use of the page limitations to include technical information?

A.13. No.

Q.14 L.6.B.2 mentions that offerors should provide information about individuals providing both LTTA and STTA. Are offerors required to name individuals for all positions, even STTA?

A.14. Offerors are not required to name STTA individuals, if not yet selected.

Q.15. Can offerors include a matrix of illustrative personnel as part of the Technical Proposal?

A.15. Yes.

Q.16 The contractor past performance section mentions that offerors must include past performance references for major subcontractors (i.e. those exceeding 15% of total cost). Can offerors include this information for subcontractors below the 15% threshold?

A.16. Yes.

Q.17. Do offerors need to include budgets (in the same format as the prime) for *all* subcontractors or only major subcontractors?

A.17. Offerors should include budgets for all subcontractors.

Q.18. Do offerors need to provide budget narratives for subcontractors?

A.18. Budget narratives should be provided for subcontractors.

Q.19. The letter of commitment section of Part L also includes a reference to subcontractors' completion of Section K. Should subcontractors' representations and certifications be included with their respective letters of commitment, or can they be placed in a section featuring all team members' Section K statements?

A.19. Representations and Certifications should be included with cost proposals, divided by subcontractor.

Q.20. Can USAID kindly provide any further indication of the relative weights of the Section M factors (e.g. whether in descending order of importance, whether subfactors are equal, etc.)?

A.20. See Amendment 02.

Q.21. Given the considerable length of the technical proposal and the fact that small businesses are often more resource-constrained than larger businesses, would USAID kindly consider providing at least one month between the provision of answers and the deadline for proposals?

A.21. USAID/BiH is extending a deadline for submission of proposals to November 14, 2016. See Amendment 02.

Q.22. Is the \$2M of Loan funds a part of the overall cost of the plan? In other words in our cost analysis do we have to include this \$2M as a "cost" for loan funding?

A.22. See Answer A.2.

Q.23. Has the banking partner for the loan fund been approved? If so, who is it?

A.23. The name of the banking partner will be provided once the Contract is awarded.

Q.24. Do we need to build relationships with other financing entities in BiH as a part of our bid?

A.24. Building relationship with other financing entities is not a requirement under this activity, and is left to the Offeror's discretion.

Q.25. If the contractor has financial services capability, is there any prohibition in offering this capability in the proposal?

A.25. We will leave it to the Offeror's discretion.

Q.26. Will the contractor have to manage currency risk in the USAID portion of the loan pool or will it be disbursed in dollars to winning firms?

A.26. There is no loan pool under the activity. The grants will be disbursed in local currency.

Q.27. Is there any limitation on the frequency/number of business plan competitions?

A.27. See Answer A.5.

Q.28. Is there any prohibition on the contractor developing additional funding sources for BiH Diaspora firms?

A.28. There is no such prohibition.

Q.29. Does every vendor have to be considered in the plan at proposal: In other words, can some vendors be selected after award if you agree with the strategic approach?

A.29. All subcontractors planned by the Offeror to provide technical services under this activity should be identified with a budget at the time of proposal submission. Vendors, or those chosen by the Offeror to provide minor procurement items/services (photocopy maintenance, newspapers, etc.) do not need to be named. However, the budget should provide for all direct costs for goods and services planned under this activity.

Q.30. Currently there is no BiH government contracting plan contemplated in this contract. Would this be something USAID would support?

A.30. USAID plans to provide limited support to BiH Government institutions under Objective 1 only. The assessment to be carried out after the Contract is awarded should provide recommendations for USAID's intervention under this objective.

Q.31. If contractor could offer real-time reporting to contract officer would that be viewed as a positive or would USAID still want paper reports filed?

A.31. All technical and financial reports listed in Section F of the RFP need to be provided in writing. Meetings should be conducted in person.

Q.32. Pages 78-81, Section M: Can USAID please provide the scoring matrix for technical evaluation? How many points are assigned to each section of the technical proposal components?

A.32. USAID will evaluate proposals based on the adjectival ratings (not scoring) specified in Section M.3.

Q.33. Page 73-74, xxi, Indirect Costs: For small businesses and subcontractors without an established NICRA, can you please clarify the required components of the Pricing Proposal? Will inclusion of Reviewed Financial Statements in the Pricing Proposal be considered responsive to xxi? Are any other components required for small businesses without an established NICRA? Reviewed Financial Statements for the last 2 years will incur the small business an upfront cost of about \$10,000 USD. Audited Financial Statements for the last 2 years will incur the small business an upfront cost of around \$20,000 to \$25,000 USD. This is a significant investment for a small business to make in order to submit a proposal for these requirements. Are there any alternatives available from the perspective of the Mission for adequately responding to Pricing Proposal components?

A.33. Eligible non-federal entities which have never held a negotiated indirect cost rate are eligible to elect the de minimis rate of 10% of modified total direct costs. Please refer to 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS.

Q.34. Pages 71-72, i, Salary and Wages: Can you please provide a copy of the Mission's Local Compensation Plan? If this plan is available online, please provide the direct URL link to the most recent/current version of the Mission's Local Compensation Plan.

A.34. Offerors may use below FSN scale for Bosnia and Herzegovina as salary guidance for compensation of all planned local positions.

AMERICAN EMBASSY, Bosnia and Herzegovina

Provided below is gross (Gross Salary, or base salary, is defined as the employee's basic compensation (salary) for services rendered. Taxes which are a responsibility or liability of the employee are inclusive of, and not additive to, the base pay or salary. The base pay excludes fringe benefits and allowances, profit sharing arrangements, commission, consultant fees, extra or overtime payments, etc.) average salary ranges (including 10% personal income tax) for various grades of locally employed professionals for budgetary purpose.

Professionals/Specialists: KM48,054 to KM92,314);(FSN 9/1 – FSN 12/14)

Assistant/Mid-level: KM30,353 to KM59,630; (FSN 5/1 – FSN 8/14)

Unskilled labor/maintenance/drivers/basic clerical: KM20,297 to KM38,629; (FSN 1/1 – FSN 4/14)

See amendment 2.

Q.35. Section C requires the contractor to perform several services that involve the creation, management and successful utilization of various online platforms - a Bosnian Diaspora Marketplace (page 8), a diaspora online business network (page 9), a one-stop-shop for information and services (page 9), etc. Does USAID prefer that these platforms be located on a single web property, or on a variety of branded web properties, or is this up to the Contractor's discretion?

A.35. This is up to the Contractor's discretion.

Q.36. Section C.2.2 & L.6.C - The section C.2.2 states: "The Contractor will partner with a pre-identified commercial bank to establish and manage a grant program of \$2 million (\$1 million from USAID and \$1 million from a local commercial bank)." Additionally, section L.6.C, under ix. Grants and Contracts states: "The Grants under Contracts fund for this activity must be \$2,000,000 (...) Offerors must not include indirect costs or other management costs (salaries etc.) associated with the Grants Fund under this cost category."

Will either share of the \$2 million grant (USAID's or local commercial bank's shares) come from project's \$5.5 million budget total or will these amounts be provided by USAID and the partnering local commercial bank in addition to the \$5.5 million budget total?

A.36. See Answer A.2.

Q.37. Section L.6.B.2 - The section, under B. Key Personnel states: "Résumés for non-key personnel are not required and do not have to be submitted". However, the same section, under A. Management Plan, also states: "the offeror shall propose a mix of long-term and short-term technical advisors who will implement the full range of tasks and activities. The offeror must submit a management and staffing

plan including each staff members' job description, and anticipated level of effort (...) this plan must also specify the composition and organizational structure (...) including major subcontractors with the position titles, and their roles and responsibilities."

Should the proposal include descriptions and qualifications of non-key personnel without including their names and/or CVs? If not, what information should the proposal include regarding the proposed non-key personnel?

A.37. List each staff members' job description and anticipated level of effort.

Q.38. Section L.6.C - The section states: "Please note that no waivers to the U.S Mission's Local Compensation Plan will be provided." Could the USAID/BiH Mission provide a copy of the Local Compensation Plan (LCP)?

A.38. See Answer A.34.

Q.39. Page 7, C.2.2: Can you please provide the name of the bank or banks that will partner with the program, and more detail on the agreement/arrangement that USAID has negotiated with the bank so far?

A.39. See Answer A.23.

Q.40. Page 7, C.2.2: Will program grant recipients be required to shift their business or organizational accounts to the bank involved as a term of the grant award and current deal negotiated by USAID?

A.40. No.

Q.41. Pages 7-9, C.2.2: Is it USAID's intention that diaspora grantees relocate/return to Bosnia as part of eligibility criteria?

A.41. No.

Q.42. Page 16, first paragraph: The last sentence in the first paragraph is incomplete. Can you please provide the missing language?

A.42. Visibility for the program is a very important segment of the project implementation and is essential for the success of the Activity. See Amendment 02.

Q.43. Page 36, H.17: Can USAID please clarify if this clause applies to private meetings hosted by the program or whether the CO might grant an exception to cover certain relevant officials travel to private meetings sponsored by the program?

A.43. There will be no exceptions granted. Please note USAID's ADS 350maa per the clause.

Q.44. Page 70, 4.e: How much time remains on the lease of the existing office space? Can the Contractor propose alternative office arrangements to the space available at Mjedenica if justified by the proposed program design?

A.44. See Amendment 02.

Q.45. On pp. 7-8 in *Section C.2.2*, the RFP describes the envisioned size and purpose of the grant program as well as its expected results. Could USAID please confirm that Offerors may use a portion of the \$2 million grant fund in the implementation of other project objectives, most notably Objective 3?

A.45. No. The offerors cannot use the portion of \$ 2 million grant in the implementation of other project objectives. The grant program funds need to be used to implement the objective 2 only.

Q.46. On pp. 9-10 in *Section C. Statement of Work*, the RFP includes the following expected results. For Objective 2: “diaspora direct investment increased... by at least \$2 million...”, and for Objective 3: “increased BiH diaspora investment by \$20 million...” Could USAID please confirm that Offerors may count the expected result around increased disparate investment for Objective 2 toward the expected result around increased disparate investment for Objective 3?

A.46. Results under the Objective 2 and 3 should be counted separately.

Q.47. On p. 70 in *Section L.6.C Instructions for the Preparation of the Cost/Business Proposal*, the RFP indicates that “the exchange rate that should be used for the preparation of the cost proposals is 1.75.” Could USAID please confirm that Offerors may present all its costs/prices in the U.S. Dollar?

A.47. All prices/costs must be in US Dollars.

Q.48. On p. 72, the RFP states that “the maximum annual rate [for local professional salaries] is BAM 92,300.” To help Offerors ensure compliance with the regulatory requirements of AIDAR 722.170, could USAID please share with perspective Offerors the USAID Compensation Plan for BiH?

A.48. See Answer A.34.

Q.49. On p. 72, the RFP states that “the maximum annual rate [for local professional salaries] is BAM 92,300.” It is our understanding that the BiH labor law requires that 31% be deducted from gross wages for: pension fund (17%), health insurance (12.5%), and unemployed (1.5%). Could USAID please clarify whether this maximum salary amount is inclusive or exclusive of the statutory 31% deduction for pension, health, and unemployment?

A.49. See Answer A.34.

Q.50. On p. 73 in *Section L.6.C Instructions for the Preparation of the Cost/Business Proposal*, the RFP states that “USAID will accept lump-sum amounts [for grants under contract], at least indicating the estimated number of grants per year and total estimated amount for each grant.” Does USAID have a preference for the size of individual grants?

A.50. The maximum amount of money available for grants is \$2M. In order to meet expected results/indicators of new SMEs, this should be reflected in your plan for grant making.

Q.51. On p. 78 in *Section M.3 Evaluation Factors*, the RFP includes four factors, based on which USAID will evaluate proposals. Could USAID please clarify whether certain factors would be weighed more heavily than others, or whether all factors are afforded equal weight in the evaluation process?

A.51. See Amendment 02.

Q.52. C.2.2 (p.8) This section names six sectors that business proposals for small grants must be focused on. Is it USAID's intention that the business plan competition be confined to these six sectors?

A.52. Yes, the focus is on the named six sectors.

Q.53. C.2.3(B). (p.9) Is it USAID's expectation that the establishment of a One-Stop Shop include a physical space?

A.53. Yes. It does include physical space and sustainability should be considered.

Q.54. C.3 (p.10) Under C.3 Cross Cutting Principles it says there are four key cross-cutting principles for this activity but only three are presented. Is there an additional cross-cutting principle?

A.54. This is corrected in Amendment 2 to read three cross cutting principles.

Q.55. F.3 (p.18) The Place of Performance is listed as Bosnia and Herzegovina. Will USAID allow activities to take place in diaspora hubs?

A.55. We can engage diaspora hubs in the activities; however the place of performance should be BiH.

Q.56. L.3(2) (p.61) Clarification that information listed under L.3 may come after a cover page.

A.56. L.3(2) (i)-(v) should be the cover page of the proposal.

Q.57. L.6.A(12) (p.66) Can USAID please confirm the named local subcontractor with expertise in diaspora initiatives is "Nasa Perspektiva," not "Nova Perspektiva" as written?

A.57. Please see Amendment no. 1.

Q.58. L.6.B.4.(a) (p.69) What constitutes a major subcontractor? Does the referenced 15% of "total proposed cost" include the \$2 million for the Small Grants Fund?

A.58. The 15% of the total proposed cost is exclusive of the \$2 million Small Grants Fund (\$1M for the USAID and \$1M for Non-Federal grants funds). See Amendment 02.

Q.59. L.6.C.(1) (p.69) Is the anticipated funding for this activity of \$5.5 million inclusive of the \$2 million designated for the Small Grants Fund?

A.59. See Answer A.2.

Q.60. L.6.C(4)(a) (p.70) States that we must include proposed costs for the 5 year contract period and the six month extension but the Attachment J.7 "Summary Budget" template, which we are instructed to use, only includes Years 1-5. Can USAID please clarify if cost proposals should include costing information for the six optional one month extension periods and revise Attachment J.7 if necessary?

A.60. Please feel free to revise Attachment J.7 template to include 5 year period + optional six months extension periods.

Q.61. L.6.C(4)(e) (p.70) Will the contractor be required to use the referenced office space or is this information provided for illustrative purposes for cost realism?

A.61. Please See Amendment 02.

Q.62. On page 4, Section B.5 Option to Extend Services - a) Please specify if the Cost Proposals need to include the total estimated costs for the six one month option periods within the main project budget or separately. b) Is it permissible that a portion of the small grants fund be utilized during the option periods?

A.62. Cost Proposal must include the total estimated cost for a five year period + optional six months extension periods. It is up to the Offerors to keep it within the main project or separately. Small grants fund should be part of the main five year project budget.

Q.63. On page 6, Section C.2 Contract Objectives and Expected Results, Table of Objectives - Does the Life of Activity number indicated in Column 2 refer to duration since contract signature or a work plan deadline for achieving the objective?

A.63. From date of contract signature.

Q.64. On page 9, Section C.2.3 Develop sustainable local platform to provide business services and facilitation to potential diaspora investors, B. Contract Activities - Please clarify if the one-stop-shop portal is expected to provide 100% paid services or just partially paid content.

A.64. The answer to this question should come from the business plan to be developed by the one-stop shop subcontractor.

Q.65. On page 9-10, Expected Results - Please clarify if the one-stop-shop portal is expected to become fully self-sustaining by the end of year 4 from the contract signature or from the date of its launch.

A.65. Offerors should propose their best approach, with sustainability as a goal.

Q.66. On p. 11. Section C.3. (c) Environmental Best Practices - Please confirm whether the bidders need to include an Initial Environmental Examination (IEE) in their proposals. If this is the case, please indicate in which part of the Technical Proposal the IEE should be included and if it will count towards any page limits. We respectfully suggest that USAID amend the RFP and allow the IEE to be included in the first Annual Work Plan instead of in the Proposal. Please also confirm that the bidders are not required to include the Environmental Mitigation and Monitoring Plan (EMMP) in their proposals.

A.66. IEE is attached to the RFP to inform offerors on the Activity's environmental determination. Offerors are not required to include IEE in their proposals rather to address its approach on environmental compliance. If needed, the contractor (not offeror) will submit EMMP.

Q.67. On page 18, Section F.5 Key Personnel - Please confirm there is no key personnel defined and the bidders have the liberty to propose the key personnel positions (except the Chief of Party position described in L.6.B.2.B). Please advise if there are any requirements and/or restrictions regarding: a) The qualifications of both key and non-key personnel; b) The number of non-key personnel.

A.67. The Offerors must propose personnel and JUSTIFY those personnel for this activity, per Section L.6.B.2.B and Section M. There are no restrictions in selection of key and non-key personnel except as

provided in L.6.B.2.B Key personnel, and there is no restriction on the number of proposed non-key personnel.

Q.68. On page 66, Section L.6.A (12)- Please confirm that there are no eligibility restrictions on the selection of local sub-contractors and they can be selected among local profit- and non-profit organizations as well as academic institutions.

A.68. Refer to ADS 302.3.3 on education institutions.

Q.69. On page 68, Section L.6.B.2.B Key Personnel - Please clarify if the restriction on the number of key personnel to 5 experts includes the Chief of Party.

A.69. Offerors may present up to five personnel designated as key personnel including a Chief of Party.

Q.70. On page 69, Section L.6.C Instructions for the Preparation of the Cost Proposals - Please clarify if the available funding of up to \$5.5 million is inclusive of the \$1 million USAID-pledged amount and the \$1 million from a local bank to be utilized for the purposes of the small grant fund.

A.70. See Answer A.2.

Q.71. On page 70, Section L.6.C.4 (a) Instructions for the Preparation of the Cost Proposals - Please confirm that the following documents are not requested by the Contracting Officer at this point and do not need to be included in the Cost Proposal: a) Evidence of Responsibility for prime and major subcontractors (if requested by the CO); b) Information to Support Consent to Subcontractors (if CO consent is required)

A.71. Offerors are requested to submit both documents in their cost proposals: Evidence of Responsibility for prime and major subcontractors and Information to Support Consent to Subcontractors. See Amendment 2.

Q.72. On page 70, Section L.6.C.4 (e) Instructions for the Preparation of the Cost Proposals - Please clarify if the Bidders need to include in their Cost Proposals estimates on the costs of the USAID Property listed in Attachment J.4 and the office space outlined in Attachment J.8 or these would be provided to the awardee for usage at no cost.

A.72. USAID Property listed in Attachment J.4 will be provided to the Contractor at no cost use. See Amendment 02 with regards to the office space.

Q.73. On page 71, Section L.6.C.4 Instructions for the Preparation of the Cost Proposals / Proposed Costs/Price - Please indicate if there is a preferred template for the detailed budgets.

A.73. There is no preferred template for the detailed budgets.

Q.74. On page 71, Section L.6.C.4 Instructions for the Preparation of the Cost Proposals / Proposed Costs/Price (i) Salary and Wages - Please kindly provide the U.S. Mission's Local Compensation Plan

A.74. See Answer A.34.

Q.75. On page 71, Section L.6.C.4 Instructions for the Preparation of the Cost Proposals / Proposed Costs/Price (ix) Grants under Contract - Please advise if there is an envisaged ceiling to the amount of each grant and of what value.

A.75. See Answer 50.

Q.76. On page 75, Section L.6.C.4 Instructions for the Preparation of the Cost Proposals / Policies and Procedures - Please advise if the Bidders are requested to submit their Personnel Policies as part of the Cost Proposals.

A.76. No. Offeror shall submit a copy of its Personnel Policies only if requested to do so by the Contracting Officer after the receipt of proposals.

Q.77. Attachment J.3 Branding Implementation Plan and Marking Plan Format - Please kindly confirm that the Offerors need to complete Attachment J.3 Branding Implementation Plan and Marking Plan Format and include it in the Cost Proposal.

A.77. Confirmed

Q.78. Amendment # 1 - Please clarify the language on selecting local subcontractors on a “competitive basis” and confirm that there is no prejudice against including the local organization “Nasa Perspektiva”.

A.78. We confirm that there is no prejudice in selection of local subcontractors. Local subcontractor/s should be selected competitively before the proposal is submitted.

Q.79. Local Taxes and Social Contributions - For the purposes of the Cost Proposals and in order to ensure that all Offerors make comparable cost estimates, please confirm the applicable local taxes and social contributions payments for pension, health and unemployment insurance. We would be very grateful if USAID confirms whether the costs to register the Project with the Tax Administration and the social contributions on behalf of the Bidders as prospective employers should be included in the Cost Proposals.

A.79. Fringe benefits should be budgeted in accordance with applicable local law (base salary + fringe benefits – see Answer A.34). Activity registration costs can be included in the Cost Proposal.

Q.80. Taxation and Social Contributions for Local Personnel -Please kindly advise if the Offerors should include in their Cost Proposals the taxes and social contributions to be paid on behalf of the local personnel. If so, please advise on the applicable tax and social contribution rates for local employees on USAID projects.

A.80. See Answer A.34.

Q. 81. Proposed Extension to Submission Deadline - In light of the comprehensive scope of work and given that the RFP was released during the peak of the summer holiday season for many local institutions and organizations, we would be very grateful for your consideration to extend the current deadline by one month until October 26th, 2016. This extension would allow all small-business bidders to have sufficient time to incorporate the responses received in their proposals and prepare the

necessary documentation for primes and sub-contractors in compliance with the RFP requirements. The extension would also ensure better quality and responsiveness of all the proposals received.

A.81. See Answer A.21.